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DD/A Registry
76-3142

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STATINTL

MEMORANDUM FOR: Deputy Director for Administration

FROM : [redacted]
Office of Logistics

SUBJECT : Issues of Importance to the Directorate for Administration (DDA)

1. During your appearance before the Senior Seminar on 5 May 76, you asked for comments from the participants on the future of the Agency and the DDA in particular. Similar comments were solicited by other senior officials who appeared before the Seminar.

STATINTL

2. As a result of these expressions of interest, the Seminar divided into directorate working groups to develop what we believe to be the topics and issues which will shape the future of the Agency. Those issues developed by the DDA working group are at-

[redacted]

3. These issues were discussed by both the working group and the Seminar as a whole, but in the short period of time available no effort was made to develop a consensus on appropriate courses of action to follow in response to these issues. However, we did emphatically agree that the issues themselves are important to the future direction of the DDA. For that reason, we forward them to you in the hope that they will provide a slightly different perspective on problems which are undoubtedly under discussion within the Directorate. To the extent that we can contribute to such discussions, please call on us.

[redacted]

STATINTL

Att

cc: D/Pers, w/att
D/Sec, w/att
D/Fin, w/att
D/CO, w/att
D/L, w/att
C/Senior Seminars, w/att
SSA/DDA, w/att

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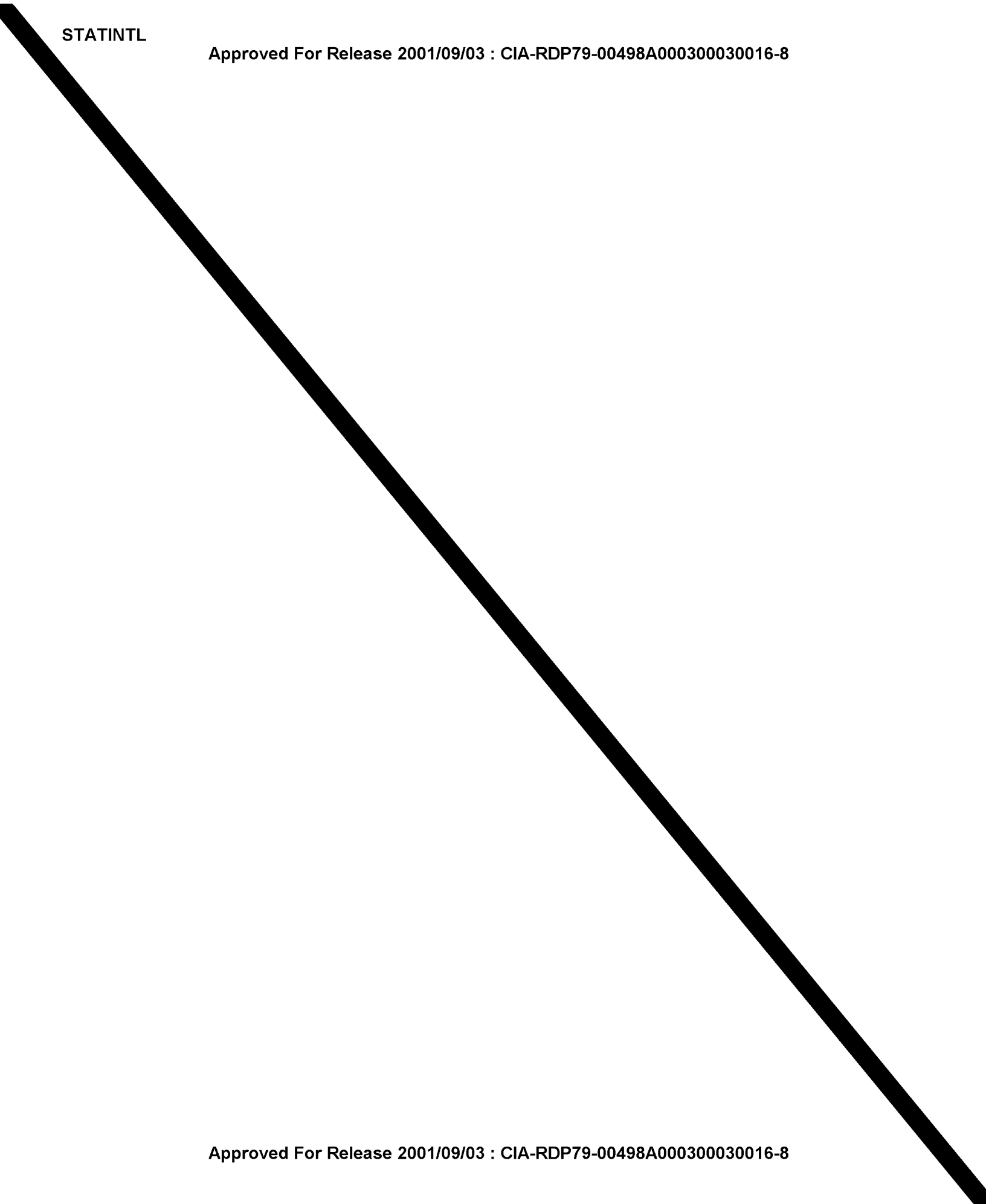

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TOPIC: Personnel management-centralized or decentralized

ISSUES:

A. Should authorities currently being exercised by operating offices be centralized, such as, hiring, assignment, continued employment, advancement criteria?

B. Who should determine qualifications of an individual for a particular position, the component or the Office of Personnel?

C. Should the position classification function be decentralized on a directorate or office basis?

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TOPIC: Personnel Management, Practices, and Procedures

ISSUES:

A. Is cross-fertilization in the DDA a viable program?

B. Is there a valid need for the Annual Personnel Plan?

C. At what grade levels should the Personnel Development Plan be applied?

D. Has there been a degradation of standards as a result of pressures to meet EEO guidelines?

E. Is the LOI a viable tool?

F. Is the code of conduct appropriate in terms of personal behavior in today's society and can it be made more meaningful to employees and supervisors?

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TOPIC: Agency public relations policy

ISSUES:

A. Consistent with security and cover, should greater participation by Agency employees in professional organizations and groups be encouraged? Opportunities for such participation are particularly prevalent in the DDI, DDS&T, and DDA.

B. Should we return to our traditional role of being a "silent service" as far as the general public is concerned except when it is clear that a net advantage to the Agency will result, or in the recruiting environment, when the expertise and professionalism of the Agency should be stressed?

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Approved For Release 2001/09/03 : CIA-RDP79-00498A000300030016-8

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Approved For Release 2001/09/03 : CIA-RDP79-00498A000300030016-8

Next 1 Page(s) In Document Exempt

Approved For Release 2001/09/03 : CIA-RDP79-00498A000300030016-8

Approved For Release 2001/09/03 : CIA-RDP79-00498A000300030016-8

TOPIC: Computer Utilization

ISSUES:

A. With ever increasing advances in technology, should the concept of computer centralization be continued?

B. Are mini-computers a viable option for consideration in a decentralized mode?

C. What role should OJCS have in assessing the need for and validity of new requests for services as well as on-going programs requiring computer support.

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